



City of Albuquerque

Legislative File Number EC-06-146 (version 1)

City of Albuquerque

Recommendation of Award: RFP06-003-SV, "Casualty Insurance Adjuster:
Vehicular, Liability and Collision Claims"

City of Albuquerque

The City of Albuquerque Department of Finance and Administrative Services, Purchasing Division, issued the subject Request for Proposals (RFP) for the Department of Finance and Administrative Services, Risk Management Division to solicit Proposals from qualified companies to provide casualty insurance adjuster services.

The RFP was posted on the Purchasing Web Site and advertised in the local newspapers. Twenty-One RFP's were mailed to interested vendors, and four responses were received for evaluation.

The ad hoc evaluation committee reviewed, evaluated and scored the responses, in accordance with the evaluation criteria published in the RFP and recommends award of contract to Crawford and Company.

Listed in ranking order are the respondent's composite score and average scores.

<u>Offeror</u>	<u>Composite Score</u>	<u>Average Score</u>
Crawford and Company	4466	893
CCMSI	4275	855
Stevenson & Associates*	3426	685
Custard Insurance Adjusters	2715	543

Estimated Contract Amount per Year: Based on proposed price agreement - firm fixed fees and expenses.

*Indicates 5% Local Preference and additional 50 points for participation in the "Community Involvement" program has been applied to Offeror's total composite score.

11 April 2006
Martin Heinrich, President, City Council
Recommendation of Award: RFP06-003-SV,
Page 2

Fund Source: Risk Management Fund/Tort and Other Claims

I concur with the ad hoc committee's recommendation.

Based on the foregoing, City Council approval is requested. Staff will be available to respond to questions at the appropriate hearings

Recommended:

Reviewed as to Form:

Bruce J. Perlman, Ph.D. (Date)
Chief Administrative Officer

Robert M. White (Date)
City Attorney

Recommended:

Recommended:

Tanda L. Meadors, Director (Date)
Department of Finance & Administrative Services

Gayle D. Reese (Date)
Chief Financial Officer

Attachments: Copy: Approved Recommendation of Award Memo
Copy: Approved Ad Hoc Advisory Committee Memo
Copy: RFP

Copy: John Vigil, DFAS, Acting Purchasing Officer
File: RFP06-003-SV